

No. F. 1(7) S-1/2016-17
Government of Pakistan
Finance Division
(Services-I)

Tender Notice

Finance Division invites sealed tenders from reputed firms based at Islamabad/Rawalpindi for supply of following Machinery items.

S.No	Name of item	Quantity
1	Photocopier machines	08
2	Fax Machine	04

2 Detail specification's of equipments, the Terms and Conditions and Technical Evaluation Criteria for participating in Tender can be obtained from the undersigned on any working day or may be downloaded from the website of PPRA (www.ppra.org.pk) and Ministry of Finance (www.finance.gov.pk.)

3. Interested parties may send their bids in sealed cover at the following address latest by 06-06-2017 at 11:00 a.m. which will be opened the same day at 11.30 hours in Room No.501, 5th Floor, Block "Q" Pak Secretariat, Islamabad. The bidders or their authorized representatives may attend the meeting if they wish to be present.



(Altaf Hussain)
Section Officer (Services-I)
Room No. 506, Q-Block
Pak. Secretariat
Islamabad
Phone: 9208101

Government of Pakistan
Finance Division
(Services-I Section)

Allied Terms & Conditions of Tender Notice

- The firm must have Income Tax registration, National Tax and GST Number.
- Price must be quoted in Pak Rupees including GST.
- Each firm is required to offer a warranty period certificate as mentioned in equipment specifications.
- Delivery period shall be within 30 days after issuance of supply order.
- Earnest Money in the shape of Pay order / demand draft equal to 2% of total worth of bid has to be attached with the bid. The pay order / demand draft shall be in favor of Finance Division, Islamabad which will be released after satisfactory completion of warranty period in case of successful bidder. However Security deposit of the non-successful bidders will be returned after approval of the case by the Competent Authority.
- The firms shall furnish separate bids for each item and clearly on the envelopes the name of item for which bid is being offered.
- The method of single stage- Two envelopes will be followed. The bidders must furnish their technical proposals and financial proposals in two different envelopes. The envelopes shall be clearly be marked as "**Technical Proposals**" and "**Financial Proposals**".
- The admissible taxes shall be deducted at source.
- An affidavit that firm has neither been involved in any litigation with any party nor has been blacklisted by any government organization.
- The procurement is subject to successful demonstration by the bidder.
- The purchase will be made strictly in accordance with PPRA Rules, 2004.
- The equipments to be offered must be as per the enclosed specifications.
- The number of equipments to be purchased can be increased or decreased keeping in view the budgetary position.
- The Finance Division reserves the right to reject any or all bids conveying the reason therefore.
- Declaration from the bidder / firm must be attached, where in mentioned that the bidder / firm will not be authorized to transform or change the security code or password.



Specifications for Purchase of Photocopy Machines

Category I

Sr. #	Components/Features	Description
1.	Copy Speed	55-60 CPM
2.	Display	Multi touch color display panel
3.	Resolution	600dpi x 600dpi
4.	Memory	RAM: 2 GB or higher HDD: 160 GB or higher
5.	RADF	Built in/ Dual Scan
6.	Duplexing	
7.	Paper Tray	03 or higher
8.	By pass Tray Capacity	150 sheets or higher
9.	Paper Capacity	1100 sheets minimum
10.	Multiple Copy	950 minimum
11.	Copy Size	A-3, A-4 & A5
12.	warm up time (OFF-ON)	Up to 25 seconds
13.	1 st Copy Time	4.1 seconds or less
14.	Trolley	Original/ Standard
15.	Warranty	1 Year

Bidder should provide the following details for the offered product	
Consumable & Economy	No. of Copies
Drum Life	-DO-
Developer Life	-DO-
Toner Life	-DO-
Per Copy Cost	Amount




Category 2

Sr. #	Components/Features	Description
1.	Copy speed	28-32 CPM
2.	Display	Multi touch color display panel
3.	Resolution	600dpi x 600dpi
4.	Memory	RAM: 1 GB or higher HDD: 100 GB or higher
5.	RADF	Built-in/ Dual Scan
6.	Duplexing	
7.	Paper tray	03 or higher
8.	By-pass tray capacity	100 sheets or higher
9.	Paper capacity	1100 sheets minimum
10.	Multiple copy	950 minimum
11.	Copy size	A-3, A-4 & A5
12.	Warm-up time (OFF-ON)	Up to 23 seconds
13.	1 st Copy time	5.4 seconds or less
14.	Trolley	Original/ Standard
15.	Warranty	1 Year

Bidder should provide the following details for the offered product	
Consumable & Economy	No. of Copies
Drum Life	-DO-
Developer Life	-DO-
Toner Life	-DO-
Per Copy Cost	Amount

Technical Evaluation Criteria:

1- Preliminary evaluation (Initial Screening) of bids will be conducted on the basis of following parameters:

- i. The offered product must be compliant with the required specifications.
- ii. Respondent organization must have nationwide presence with a branch office in Islamabad/Rawalpindi.
- iii. Respondent organization should provide valid company registration certificate in order to prove that the company has been in business/operations for at least last five (5) years.
- iv. The respondent organization must be an Authorized Partner / Distributor / Manufacturer for the equipment.

2- Detailed evaluation will be conducted for the firms which qualify the preliminary evaluation mentioned above.

- i. In-depth analysis session including authenticity of product, information validity, quality & performance evaluation of equipment.
- ii. Purchase Committee will examine and verify the compliance with the required specification in demonstration session.


(Adnan Muazzam)
Web Master



Government of Pakistan
Finance Division
(IT Section)

SPECIFICATIONS FOR PURCHASE OF FOUR (04) FAX MACHINES

Sr. #	Product	Description
01	Panasonic KX-FL422CX or equivalent	-
Bidder should provide the following details for the offered Fax Machine		
	Consumable & Economy	No. of Copies
I	Drum Unit Life	-do-
ii	Toner Life	-do-
iii	Per Copy Cost	Amount

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